

Section IV

Other Activities

I. Registering Vessels and Trailers

A. Registering Vessels

1. Vessels Requiring Registration

As a rule, every sail-powered vessel over eight feet in length and every motor-driven boat, not registered by the U. S. Coast Guard, using the waters or on the waters of the state are subject to registration.

a. Exceptions

For purposes of equipment used in this program, the following vessels do not have to be registered in California:

- Vessels propelled solely by oars or paddles.
- Sailboats that are eight feet or less in length without motors.
- Non-motorized surfboards propelled by a sail and with a mast that must be held upright by the operator.

2. Registration Process

You are required to register your undocumented vessel and pay applicable fees before it is placed in California waters. Vessels previously registered in other states must be registered in California within 120 days of being brought into the state, if it will be used upon California waterways the majority of the time.

To register your vessel you will need to:

- Complete an Application for Vessel Certificate of Number form (Boat 101).). <http://www.dmv.ca.gov/forms/boat/boat101.pdf>
- Provide a bill of sale or other proof of ownership.
- Pay the registration and titling fee.

- Plus, pay a renewal fee in odd numbered years, for a two-year renewal period, or a renewal fee in even numbered years, for a one year renewal period.

Complete the transaction at your local DMV or mail your application to:

Department of Motor Vehicles
P. O. 942869
Sacramento, California 94269-0001
Attn: Vessels Section

B. Registering Trailers

The Commercial Vehicle Registration Act of 2001 (CVRA). This law changes the way the Department of Motor Vehicles (DMV) registers most commercial motor vehicles with an operating gross vehicle weight of 10,001 lbs. or more, and most trailers. CVRA became operative on December 31, 2001.

1. The Registration Process

Permanent Trailer Identification (PTI) will replace the way trailers are currently registered. The new law will affect trailers being registered for the first time in California and trailers with registrations expiring on or after December 31, 2001.

Camp trailers are subject to the new law, but trailer coaches and park trailers are excluded.

PTI will cost \$20 for the original registration or conversion. Upon conversion to PTI registration, you can:

- Retain the existing trailer plate, or
- Request a new permanent trailer identification plate.
- As of December 31, 2001, tow dollies or auxiliary dollies are no longer required to be registered. They may opt to convert to PTI. If the owner converts to PTI, they should display a PTI plate or a regular plate with a PTI sticker. If the owner does not convert to PTI, the existing plate should be removed.

You will receive a permanent trailer identification card at the time of initial registration or conversion. The PTI will be renewed every five (5) years for a \$10 fee. If you keep your existing plate, a PTI sticker will be issued. The new PTI plates will not need stickers.

To register a vessel trailer, use DMV form 343, application for Title or Registration. <http://www.dmv.ca.gov/forms/reg/reg343.pdf>
Refer to sample.

Complete the transaction at your local DMV or mail your application to:

Department of Motor Vehicles
P. O. 942869
Sacramento, California 94269-0001
Attn: Vessels Section

For more information on the registration process, you may access DMV's website
<http://www.dmv.ca.gov/boatsinfo/boat.htm>

II. End-of-Year Annual Reports

Attachment B of your contract requires each contractor to submit an End of Year Report for each calendar or partial calendar year in the term of the contract.

The End-of-the-Year Report details the days the program was operating, types of activities, levels of participation, and an updated inventory list of equipment purchased under the contract and any previous contracts between your organization and the Department of Boating and Waterways.

A sample of the Letter requesting your End-of-Year Annual Report is on the following pages.

Dear Aquatic Center Director:

This letter is to remind you of your requirement for reporting annual summaries to the Department for calendar year 2006.

Contractors are required to submit an annual report each year within the term of any contract with the Department of Boating and Waterways' Aquatic Grants Program. Currently, scholarship contract terms run 1-2 years and equipment contract terms run for 15 years.

The summaries are made part of the Department's Recreational Boating Report sent to the U.S. Coast Guard in Washington, D.C. Your summaries are a very important part of this report and significantly help to secure future federal funding for the Aquatic Grant Program in California.

For those contractors participating in the most recent *Request for Proposal* for grant funding, Charts 1A, 1B, and 1C are nearly identical to the charts appearing in that request. Chart 2, relating to inventory, is the same chart used in last year's annual report request.

Your Year End report must contain a minimum of the following:

1. Total number of students receiving instruction during 2006 categorized by type of class (include practical handling and classroom training.) –Complete Charts 1 A. - C.
2. Number of instructors at your operation and their certifications in 2005. You may group instructors by like certifications. For instance:

<u>Certification</u>	<u># of Instructors</u>
U. S. Sailing Instructor Level 1	8

3. Photographs of students (if on the water, in lifejackets) learning boating safety skills and photos of your aquatic facility if available. A variety of ages and activities is appreciated. We use these pictures in reports and publications on occasion. Please let us know if this presents a problem.
4. Recommendations for any changes or improvement to the Aquatic Grants Program.
5. The attached spreadsheet will serve as your Inventory List. Please list your current inventory of items purchased in all contracts between your organization and the Department. Purchase price is only required on equipment purchased in contracts with numbers beginning with 02 and later.

Aquatic Center Directors/Year-End Report
Page Two

Items required to be listed on inventories (regardless of value)

- Vessels:
 - Canoes
 - Kayaks
 - Rafts
 - Sailboards
 - Sailboats
 - Motorboats (including inflatables)
 - Rowing shells (there are a few programs that have these from years ago before we stopped funding shells.)
 - Personal Watercraft
- Trailers
- Engines

Items **not** required to be listed on inventories

- Paddles/oars
- Life jackets
- Wet suits/wet shoes
- Radios
- Dollies
- Sails
- Water skis/wake boards
- Helmets
- Spray skirts
- Dry bags
- Other safety equipment such as horns, megaphones, etc.

If you have a piece of equipment that is not listed in one of the above categories, contact Jana or Amy and we will discuss it with you.

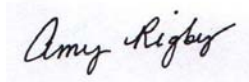
Please be sure to note on your inventory list that all of your boats and trailers purchased through the aquatics funding program are registered/numbered in compliance with state law and with the equipment title vesting the Department of Boating & Waterways with legal ownership. The Department shall be listed as the lien holder and the contractor as the registered owner.

Your Year End Report (hard copy) is due no later [DATE]. Failure to submit this report in keeping with requirements of your contract will result in penalties attached to future grant application requests.

This document including the Information Letter and Charts 1 A. – C. along with the Inventory List spreadsheet is available at under Year End Report documents at:
<http://www.dbw.ca.gov/AquaticGrant.asp>

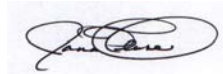
If you have any questions, please contact either of us.

Sincerely



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Chart 1 A.

Type of Course	# of Sessions Offered Annually	# of Students Enrolled in each Session	Total students receiving training in course type
Beginning Sailing (sample)	5	8	40

Chart 1 B. Student Age

Student Age	No.
Under 12	
12 to 17	
18 to 24	
25 to 40	
41 to 65	
Over 65	
Total Students age unknown	
Total Students benefiting from Proposal	

Chart 1 C. Population Segment Served

Population Segment	# of Students
General boating public	
At-risk youth	
Other youth groups (elementary & high school)	
College students	
Senior groups	
Disabled groups	
Total Students Benefiting from Proposal	

Inventory List
Annual Report 2006[illegible]

Contractor Name_____